



Minutes

Waukesha County Board

Executive Committee Meeting

September 14, 2015

Chair Decker called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

Committee Members Present

Paul Decker (Chair) David W. Swan
James A. Heinrich (left at 12:20 p.m.)

David D. Zimmermann Pauline Jaske
Peter M. Wolff (left at 10:48 a.m., returned at 11:36 a.m.)

Committee Members Absent

Gilbert Yerke

Others Present

Chief of Staff Mark Mader
Legislative Policy Advisor Sarah Spaeth
Director of Parks and Land Use Dale Shaver
Public Works Director Allison Bussler
Accounting Services Manager Larry Dahl
Supervisor Kathleen Cummings
Park System Manager David Burch
Airport Manager Kurt Stanich
Business Manager Betsy Forrest
Citizen Mary Emery
Building Operations Manager Shane Waeghe

Budget Management Specialist Bill Duckwitz
Programs and Projects Analyst Windy Jicha
Business Services Administrator Donn Hoffmann
County Clerk Kathleen Novack
Solutions Administrator Dave Kragenbrink
Information Technology Manager Mike Biagioli
Engineering Services Manager Gary Evans
Department Secretary Amanda Pronschinske
Karen Pilarski of The *Freeman*
Citizen Marilyn Hagerstrand
Principal Financial Projects Analyst Bob Ries

Public Comment

Emery and Cummings spoke against the demolition of the former health and human services (HHS) building.

Correspondence

A list of correspondence was distributed.

Approve Minutes of August 17, 2015

Motion: Zimmermann moved, Swan second, to approve the minutes of August 17, 2015. Motion carried 6-0.

Legislative Update

Spaeth reviewed bills she is monitoring which are related to juvenile justice and library systems.

Update on Asbestos Analysis for Former Human Services Building

Bussler said asbestos abatement analysis at the former HHS building starts today. There is money in the budget for the \$13K analysis.

Review, Discuss and Consider 2016-2020 Capital Projects Plan Relative to:

Public Works-Airport, Central Fleet, Highway Operations (Items 1-3)

Central Fleet, Highway Operations (Items 2-3)

Public Works-Buildings and Facilities (Items 4-12)

Public Works-Highways (Items 13-39)

Presenters of these projects include Bussler, Stanich, Waeghe and Evans.

Bussler quickly reviewed “as planned projects” because these projects have been previously approved by the county board in past capital project plans. As planned projects include:

- Item 2 Replace Brine Maker/Construct Canopy Roof
- Item 3 Fuel Tank Replacement and Infrastructure
- Item 5 Highway Operations-Fleet HVAC Upgrades
- Item 6 Mental Health Center Roof Replacement
- Item 7 Law Enforcement Center Mechanical Upgrades
- Item 8 Courthouse Project (Step 1) (Wolff said the judiciary committee requested a change to the project name and the addition of a fiscal estimate for the next phase of the project.)
- Item 11 UWW Roofing Upgrades (A drone captured video of the roofs was shown.)
- Item 13 CTH I, CTH ES to CTH O Rehabilitation
- Item 14 CTH Q, Oconomowoc River Bridge
- Item 15 CTH YY, Underwood Creek Structure
- Item 16 CTH D, Deer Creek Bridge
- Item 17 CTH Y, Pilak Creek Tributary Bridge Replacement
- Item 18 CTH O, I-94 to USH 18
- Item 34 Bridge Aid Program
- Item 35 Culvert Replacement Program thru 2017
- Item 37 Repaving Program 2018-2022

Item 1 Runway 10/28 Safety Areas - Runway 10/28 Safety Areas Project has a scope change to meet federal regulations. In response to Jaske’s question, Stanich said the county talked to businesses who would be directly affected by the realignment of Silvernail Road. Jaske’s property would not be affected. In response to Heinrich’s question, Stanich showed on a map the wetlands that would be affected by this project.

Item 4 Communications Center Expansion – Increased project costs of \$540K mostly due to building expansion, parking and drainage issues. In response to Heinrich’s question, Bussler explained why building expansion is needed.

Item 9 Highway Substation HVAC Upgrades – Because of emergent and necessary needs, building improvement funds were used to tackle portions of this project, which reduced the project budget.

Item 10 Demolish Former HHS Building – Bussler provided reasons why the building should be demolished. Swan spoke in favor of demolishing the building.

Item 12 UWW Rooftop Unit Replacement – This project is being deleted because it will be funded through the county’s five-year building improvement plan to provide flexibility in replacing roofs as they fail.

Item 19 CTH P, Bark River Bridge – This budget increased due to flood plain and construction needs.

Item 20 West Waukesha Bypass – The significant project budget increase is related to federally required design and construction specifications. The committee discussed project details, timelines and eminent domain with Evans and Bussler.

Item 21 CTH NN, STH 83 to CTH ES – There are significant expenditure and revenue increases for improvements requested by the Village of Mukwonago. The village is responsible for these expenditures

and revenues. Yerke sent an email indicating he and the Village of Mukwonago support this project and encouraged committee support.

Item 22 CTH M, CTH YY to East County Line – The budget increases for this project are related to the cost of environmental documents required for the project. Swan said property owners should be made aware of the project's center line and width. Heinrich questioned land needs for bike paths.

Item 23 CTH M, Calhoun Road: CTH YY – The expenditure budget decreased \$200K to transfer funds to environmental documentation related to project 201008: CTH M, CTH YY to East County Line.

Item 24 CTH C, Mill Street to Oakwood Road – The county is requesting additional funds from the City of Delafield to accommodate city-requested designs and amenities. This project is on hold until the city approves the jurisdictional transfer.

Item 25 CTH XX, Pebble Brook Creek Bridge – This project has been delayed one year due to the federal bridge aid funding cycle.

Item 26 CTH SR-Extension, STH 190 to CTH K – Completion of this project is contingent upon receiving federal funds.

Item 27 CTH I, Fox River Bridge – This new project will be constructed in 2021 if federal funds are secured.

Item 28 CTH O and I Intersection Reconstruction – This new project, contingent on federal funds, will replace poor pavement on Moorland Road, upgrade signals and provide turn lanes.

Item 29 CTH O, CTH I to CTH ES – This new project will be designed in 2020, land acquired in 2021 and constructed in 2022.

Item 30 CTH C, Hasslinger Drive Intersection, Item 31 CTH D, Moraine Hills Drive Intersection and Item 32 CTH E, Woodland Drive Intersection – These new projects will address safety issues. Evans addressed Heinrich's question related to how fast drivers drive through safety-improved roadways.

Wolff left the meeting at 10:48 a.m.

Item 33 CTH VV, Main Street to STH 74 – This new project is in response to Village of Sussex Main Street improvement plans.

Item 35 Culvert Replacement Program 2018-2022 and Item 36 Repaving Program 2013-2017 – These projects are extensions of ongoing five-year projects. Jaske was concerned that delaying routine repaving projects for building projects would cost the county more on road repair. Evans said the county is researching how to most effectively use these types of funds.

Item 39 Signal/Safety Improvement – The seven individual projects that comprise the signals and safety improvements project were reviewed. In the future, projects usually contained in the signal/safety improvement project will become individual and separate capital projects. Jaske commented that all road users (drivers, bicyclists, in-line skaters, pedestrians, etc.) should contribute to roadway maintenance. Evans explained how fuel efficient cars reduce the amount of gas tax collected and money available for road improvements.

The committee members felt they did not need to further discuss public works capital projects.

Parks and Land Use (Items 40-52)

Shaver and Burch presented parks and land use projects.

Item 40 Energy Efficiency Improvements – Funding for 2015 and 2016 will be used to install LED lighting at Wanaki and Naga-Waukee Golf Courses and Retzer Nature Center.

Item 41 Wanaki Golf Course Bridge Replacement – A bridge to accommodate heavier loads and one of the lighter load bridges will be bid in 2015. The goal is to finish this project in 2018.

Item 42 Waukesha-Brookfield Multi-Use Trail – Budget changes to this project are related to the county receiving a federal/state grant award. The project was delayed per the granter's request. The net project county cost is \$208,200.

Wolff returned at 11:36 a.m.

Item 43 Park Beach Area Renovations – Shaver said in 2015 an in-house feasibility study will analyze Mukwonago Park needs relating to the old beach house and park bathroom needs. No decision about Mukwonago Park's future will be made until after the study is completed. In past years this project included park beach area renovations for Minooka Park but this year that project was made into a separate project.

Yerke sent an email about this project wondering when the 2015 proposed analysis would be completed and about future options for the park. Yerke would like Mukwonago Park to get the bathrooms that were promised and the vault toilets eliminated. Yerke does not want to see this project "start over from square one."

In response to Heinrich's question, Shaver said based on the feasibility results, the project will go to budget and concept phase. Heinrich said the project budget and scope are too small to meet the definition for a capital project. The project should be deleted and other funds should be used for the feasibility study. Wolff explained that essentially the project is being deleted. Mader said the plan is included to show how the funding was used in 2015. Shaver said he would contact Yerke and explain the issue.

Item 44 Camp Pow Wow Expansion – This project is delayed to allow project and funding partner, Rights of Citizens with handicaps (ARCh), more time for fundraising.

Item 45 Minooka Restroom Shelter – This budget and scope have been reduced because lower than expected consumer use dictates a smaller shelter building than originally planned.

Item 46 Menomonee Park Beach House Expansion and Renovation – This new project remodels the Menomonee Park beach house to replace the original mechanical systems, lighting, windows, doors/frames while updating ADA accessibility to current code compliance and current user needs. The county's cost of this \$957,000 project is \$657,000. The remaining costs will be provided by donations from the Boy Scouts and ARCh.

Item 47 Retzer Nature Center MRF Education Space Renovation – This new project remodels the Retzer Nature Center Learning Center to incorporate classroom and exhibit space for Waukesha County's recycling education program that was displaced when the material recycling facility (MRF) was moved to the City of Milwaukee. MRF fund balance will be used to fund this project. Swan questioned the new project's footprint.

Item 48 Lake Country Trail STH 67 Underpass – This new project is in response to a WisDOT project to install a box tunnel as part of the STH 67 construction project. The county and City of Oconomowoc will collaborate to construct entrances and exits to the box tunnel to enhance Lake Country Trail users' safety. The county's expected cost is \$227,000.

Item 49 Nagawaukee Ice Arena Dashboard Project – This new project replaces dashboards at the Nagawaukee Ice Arena.

Item 50 2020 Orthophotography – This project is done every five years in conjunction with Southeastern Wisconsin Regional Planning Commission to create digital terrain models to complete the ortho-rectification process.

Item 51 Pavement Management Plan 2013-2017 and Item 52 Pavement Management Plan 2018-2022 – These perennial projects maintain pavement in Waukesha County parks.

Heinrich left the meeting at 12:20 p.m.

Information Technology (IT) (Items 53-56)

Biagioli Novack and Dahl presented these projects.

Item 53 Security Electronics Replacements-Jail – Due to equipment failure, this project needed immediate response, was funded from other sources and deleted from the five-year capital plan.

Item 54 Security/Recording System Replacement – The first phase of this new project will review alternatives for the replacement of the sheriff's department video visitation and security electronics systems in 2016.

Item 55 County Boardroom Technology Upgrade Project – This project will replace/upgrade technology in the county board room. In response to Jaske's questions, costs listed on the project budget summary are estimates. The project is expected to be completed by summer 2016. In response to Zimmermann's questions, Biagioli said he reviewed five different solutions of varying costs, contingency funds are budgeted and software will have ongoing maintenance fees. In response to Swan's question, Biagioli said the WiFi capacity in the room will be bolstered.

Item 56 Payroll/HR Information System – This new project funds a consultant study to facilitate planning for and acquiring an upgraded payroll system with improved functionality. In response to Jaske's questions, Dahl said study results will help the county make decisions and provide cost estimates for a future payroll system. He estimates the cost for a new system would range from \$400K to \$1M. The county will seek a system with improved capabilities and efficiencies.

Discuss and Consider Ordinance 170-O-056: Amend Waukesha Code of Ordinances to Modify Waukesha County Investment Policy

Ries and Dahl said approval of this ordinance creates section 7-67 (a)(10) of the county code referring to the county's investment policy related to out of state general obligation municipal bonds or securities. The county code language is in-line with state statutes.

Motion: Wolff moved, Zimmermann second, to approve Ordinance 170-O-056. Motion carried 5-0.

County Board Committee Reports by Committee Chairs for the Following 2015 Meetings:

Land Use – August 18 – Jaske said the committee approved two ordinances at this meeting.

Finance – August 19 and September 2 – Mader said on August 19, the committee approved five ordinances and a resolution, contract procurement process and fund transfer. The committee also had reports on alcohol treatment court fees, investments, special revenues, general and contingency funds, capital projects and collections. On September 2, the committee had reports on claims, workers compensation, equalized property values, tax incremental financing districts, proprietary funds and the former HHS building.

Public Works – September 10 – Swan said the committee approved three ordinances, had a progress report on airport projects and reviewed capital projects.

HHS – September 10 – Spaeth said the committee had updates/reports on the Department of Justice Evidence Based Practice Refinement Grant, Core Project and Aging and Disability Resource Center's proposed budget changes and expected impacts.

Judiciary – September 11 – Wolff said the committee approved one ordinance, toured the proposed courthouse tower site and discussed several capital projects.

Motion: Jaske moved, Zimmermann second, to adjourn the meeting at 1:38 p.m. Motion carried 5-0.

Respectfully submitted,

Peter Wolff
Committee Secretary